

MINUTES
FINANCE COMMITTEE
October 15, 2015
City Hall, Room 207
5:00 p.m.

MEMBERS: Alders Tom De Wane, Andy Nicholson, Tom Sladek and Guy Zima

OTHERS PRESENT: Diana Ellenbecker, Ald. Nennig, Ald. Moore, Ald. Steuer, Lynn Boland, Rick Jensen, Ben Allen

1. Roll Call.

All present, except for Ald. Tom DeWane who was excused.

2. Approval of the Agenda.

Motion to approve by Ald. Andy Nicholson; seconded by Ald. Tom Sladek.

3. Approval of the minutes of the Finance Committee meeting of September 22, 2015.

Motion to approve by Ald. Andy Nicholson; seconded by Ald. Tom Sladek.

4. Request by Ald. Steuer to consider a half-time Historic Preservation planning position in the 2016 budget.

Ald. Steuer addressed the committee with regard to this request. Ald. Steuer stated the Historic Preservation Commission hired a part time employee last year, on a contract basis, 20 hours per week, with no benefits, paid at \$10.20 per hour. The Commission is moving ahead in order to gain certifiable ordinance government status. That means stronger ordinances need to be in place to get tax credits and grant possibilities for certain projects that are currently in the works and for future projects. Ald. Steuer states in order to be established as so there is a need for an added half time position. This position would be involved with getting the national register nominations in order, getting historic districts in place, establishing walking tours, and working together with Economic Development. This position would also develop and maintain an inventory of historic, architectural and archeological resources within the City. These duties are currently being done on a volunteer basis. This position would also include identifying individual properties within districts that are potentially eligible for historic designation. Ald. Steuer states Green Bay is the oldest city in the state and believes that the City is severely understated when it comes to historic elements and historic districts. He further states that historic districts assist with the quality of life and add economic development value in the City. This position would also be responsible for monitoring outside contractors in the performance of planning projects as to restoration and rehabilitation. For example, if a building needs to be restored they could go through the building to get guidelines together and work with developers in an effort to expedite matters. This position would work toward coordinating public education programs, evaluate program needs and prepare funding proposals and work with other historical

societies and other City departments. Ald. Steuer added that studies show that citizens are looking inward within their own cities; they are wanting walkable/biking downtowns. Citizens are desiring structures in which they can work, live and enjoy themselves.

There would be a number of qualifications needed for this position in order to carry out the above listed assignments. Ald. Steuer stated this would be a half time position, without benefits. If this position is brought on board and does very well in its efforts, there could be the possibility of moving toward full time in the future.

Ald. Zima questioned Ald. Steuer as to pay for this position/how much per hour. Ald. Steuer responded by stating he was thinking the \$15~\$20 per hour area; about \$20,000 per year. Ald. Steuer states he is more than willing to work with Human Resources as to pay setting.

Ald. Zima questioned if the person they have currently in place working at \$10.20 meets the qualifications for this position. Ald. Steuer stated the part time person currently in place very much meets the qualifications for this position and has made incredible progress on projects.

Ald. Zima stated that he is in support of this position and believes it would be a modest start. Essentially, it would be expanding the current cost at \$7,000 to \$20,000 per year.

There was some discussion as to ordinances and how they would be applied to all structures within the City and if there would be property infringement rights. Ald. Steuer stated they are working on an ordinance proposal to bring forth to Council. This discussion was redirected back to the position description, cost and other dynamics.

Ald. Sladek inquired as to the City's organizational chart and where this position would fit. Ald. Steuer stated it should fall under the office of Economic Development/Planning. Also questioned was if this should be a contracted employee or City employee status.

After committee discussion, it was determined that this needs to be looked into more in depth and analysis needs to be made internally; specifically with regard to cost, before being referred to Council and Joint Finance for further discussion and budget recommendations.

Motion to refer to staff for cost determination by Ald. Tom Sladek; seconded by Ald. Andy Nicholson.

5. Request by Ald. Wery to begin discussions and take public input on how to utilize the approximately \$5.4 million dollars being rebated from excess Stadium tax revenue when State passes the final bill.

Diana Ellenbecker addressed the committee and stated there has been no new information as this issue does not go to full assembly until end of October, 2015.

Motion to hold until State passes final bill by Ald. Tom Sladek; seconded by Ald. Andy Nicholson.

6. Request by the City Attorney's Office to review and approve the report of the Claims Committee.

Regarding the review of damage claims filed against the city, the committee may convene in closed session pursuant to sec. 19.85(1) (g), Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The committee may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

There were no questions or discussion on this report.

Motion to approve by Ald. Tom Sladek; seconded by Ald. Andy Nicholson.

7. Report by the Finance Director.

Diana Ellenbecker addressed the committee with the following information.

The goal of the Finance Department is to get the budget books out by Friday, October 23, 2015.

The Joint Personnel & Finance Committee will be held on November 3, 2015.

The Common Council /Budget meeting will be held on November 10, 2015. Time to be determined.

Motion to receive and place on file the report by Ald. Andy Nicholson; seconded by Ald. Tom Sladek.

Motion to adjourn by Ald. Andy Nicholson; seconded by Ald. Tom Sladek.

Meeting adjourned at 5:45 p.m.

Respectfully submitted by:
Lorri Kornowski
Recording Secretary

2015 Contingency Fund
\$92,220

- 1) **THIS MEETING IS AUDIO TAPED:** THE AUDIO OF THIS MEETING & MINUTES ARE AVAILABLE ON LINE AT WWW.CI.GREEN-BAY.WI.US.
- 2). **ACCESSIBILITY:** Any person wishing to attend who, because of a disability, requires special accommodation should contact the City Safety Manager at 448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3). **QUORUM:** Please take notice that it is possible that additional members of the Council may attend this committee meeting resulting in a majority or quorum of the Common Council. This may constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4). **REPRESENTATION:** The party requesting the communication, or their representative, should be present at this meeting.